COUNTY OF LOUDOUN, VIRGINIA
Local Gasoline Tax Fund
FY 2016-2017 Budget Request Form

Organization Name & Address:		Point of Contact:	
		Telephone:	
		Fax:	
		Email:	
Project Title:		Date:	

PLEASE PROVIDE THE FOLLOWING FINANCIAL DATA FOR YOUR REQUEST:

Category	FY 2015 Adopted	FY 2016 Request	FY 2017 Provisional Request
Gas Tax Appropriation			
Total Organization / Program Budget			
Loudoun County Contribution (Non-Gas Tax)			
Other Governmental Contributions (Federal, State, Towns)			

Please explain the dollar change in funding request for FY 2016 over FY 2015 Adopted, if applicable:

Please note: Should the Loudoun County Board of Supervisors appropriate gas tax funds to your organization, Loudoun County will disburse payments on a semi-annual basis, once in July and once in January of each fiscal year. Local Gasoline Tax Fund Revenues must be expended on transportation-related projects.

SECTION I – BACKGROUND: **For this section, please refer to the information provided to the County last year. Please determine if any of the information has changed, and if so, please explain the changes to the answers.**

1. Briefly describe your organization, its purpose and mission. All non-governmental organizations must attach a copy of their IRS status notifications.

2. What qualifying services does your organization/program provide (i.e. mode of transportation)? Provide operating statistics such as trip frequency, client volume, etc. Additional information, such as routing schedules, may also be attached.

3. Does your organization receive any appropriations other than Gasoline Tax funds from the County? If the answer is "yes," what services do these funds support?

4. Is your organization audited? If the answer is "yes," please attach a copy of the most recent audit report.

SECTION II – FY 2016 and FY 2017 REQUEST

1. What specific initiatives does your organization propose to fund with an FY 2016 and FY 2017 Gasoline Tax appropriation?

2. If providing a public transit service, how many non-public transportation motor vehicle trips would be eliminated by your project in FY 2016-17?

3. Is Loudoun County's funding of your request governed by a legal mandate? If the answer is "yes," please provide the relevant State, Federal or local government citation.

4. Will your project be supported by either fees or private revenue? If the answer is "yes," please provide a copy of your latest fee schedule and revenue estimates by fee type for FY 2014 through FY 2015.

5. Please describe the number, and demographic profile (e.g. income level, age, disability status, etc.) of Loudoun County residents that will <u>directly</u> benefit from this project. In most cases, this will be a subset of the total population that you serve.

PLEASE COMPLETE THE FOLLOWING GAS TAX PROJECT BENEFICIARIES TABLE:				
Clients	**FY 13 Actual**	**FY 14 Actual**	**FY 15 Projected**	**FY 16 Projected**
# of Individuals Served				
% Loudoun Residents				

6. What would the impact on your organization be if your project request is not funded in either or both years of the biennium? Provide specific data regarding client impact and program operations.

7. By your signature below, you agree to expend local gasoline tax funds solely for the purposes of transportation-related projects or and/or services and in compliance with all applicable federal, state and local laws, regulations and ordinances. The use of County funds for the following expenses is particularly prohibited:

- Corporate debts
- Contingencies
- Contributions and donations
- Entertainment costs
- Legislative expenses

- Fines and penalties
- Interest and other financial costs

Remember! All Gas Tax applications are due to Management & Financial Services by September 26, 2014.
For more information, call Erin McLellan at 571.258.3205

The County may seek a return of all funds given if recipient fails to comply with the requirements herein and improperly uses the local gasoline tax funding.

Print Name

Title

Signature

Date